

**FINAL  
BROOKFIELD BOARD OF FINANCE REGULAR MEETING MINUTES  
WEDNESDAY, OCTOBER 9, 2013  
BROOKFIELD HIGH SCHOOL MEDIA CENTER  
7:00PM**

**CALL TO ORDER:** Chairman J. Friedrich began the meeting at 7:00pm; beginning with the Pledge of Allegiance.

**Present for the Board:** Chairman J. Friedrich, Vice Chairman I. Agard, Secretary P.Kurtz, R. Jaffe, J. Tomaino, R. Appleby, and Ex-Officio First Selectman B. Davidson

**Also Present:** Town Controller W. Leverage

**PUBLIC COMMENT:** There were no public comments.

**APPROVAL OF MINUTES**

**AUGUST 14, 2013 BROOKFIELD BOARD OF FINANCE REGULAR MEETING**

A motion was made by Vice Chairman I. Agard, seconded by Secretary P. Kurtz, to approve the minutes from the August 14, 2013 Board of Finance Regular Meeting as written. Motion was passed unanimously.

**SEPTEMBER 11, 2013 BROOKFIELD BOARD OF FINANCE REGULAR MEETING:**

A motion was made by Vice Chairman I. Agard, seconded by Secretary P. Kurtz, to approve the minutes from the September 11, 2013 Board of Finance Regular Meeting as written. Motion was passed unanimously.

**COMMUNICATIONS AND CORRESPONDENCE:** There were no communications or correspondence reported.

**REPORT OF THE FIRST SELECTMAN:** First Selectman B. Davidson reported on the Park Revitalization Project, Silvermine Water Assessments, Town paving project, annual municipal debt, total municipal debt level, and Moody's rating.

**REPORT OF THE FINANCE DIRECTOR:** Town Controller W. Leverage gave the Board an overview of the September 2013 Revenue and Expenditure Report.

**SUBCOMMITTEE REPORTS**

- a. **Audit Committee:** R. Jaffe stated that the auditors will be at Town Hall the week of October 14<sup>th</sup>. He also stated the Board will be receiving weekly updates going forward.
- b. **Bylaws Committee:** No report was given from the Bylaws Committee.
- c. **Budget Committee:** A motion was made by Vice Chairman I. Agard, seconded by R. Jaffe, to accept changes to the Board of Finance Budget Process as a formal document. Motion was passed unanimously.

c. **Budget Committee** (continued)

A motion was made by Vice Chairman I. Agard, seconded by R. Jaffe, to replace Schedule A in the Board of Finance Bylaws with the new approved Budget Process document. Motion was passed unanimously.

**OLD BUSINESS**

● **Tick List**: The following revisions to the Tick List are as follows:

- a. Committee assignments moved from December to January
- b. January – eliminate pension and OPEB information
- c. May – delete letter to Board of Education
- d. Take out the word meeting in all months
- e. Joint executive session to discuss negotiation goals – move from October/November to June

An updated Tick List will be forwarded to the Board.

● **Draft Budget Proposal**: This agenda item was discussed under Subcommittee Reports; c. Budget Committee.

● **Board of Selectmen Capital Budget Items to be Bonded** (this agenda was to be tabled until the December 11, 2013 BOF Regular Meeting) see below:

A motion was made by First Selectman B. Davidson, seconded by R. Jaffe, to amend the motion to address the agenda item, under Old Business, Board of Selectmen Capital Budget Items to be Bonded. Motion was tied 3-3; with First Selectman B. Davidson voting yes Motion passes 4-3.

Members voting yes: Vice Chairman I. Agard, R. Jaffe, J. Tomaino, and First Selectman B. Davidson

Members voting no: Chairman J. Friedrich, Secretary P. Kurtz, and R. Appleby

A five minute recess was called at 8:15pm. Meeting resumed at 8:20pm.

A motion was made by J. Tomaino, seconded by R. Jaffe, to approve \$85,000 for the Brookfield Volunteer Fire Company Replacement of Heating System. Motion passes 5-1.

Members voting yes: Vice Chairman I. Agard, Secretary P. Kurtz, R. Jaffe, J. Tomaino, and R. Appleby

Members voting no: Chairman J. Friedrich

A motion was made by J. Tomaino, seconded by R. Jaffe, to approve \$115,000 for the Department of Public Works Replacement of Heating System including of conversion to gas heat. Motion passes 5-1.

Members voting yes: Vice Chairman I. Agard, Secretary P. Kurtz, R. Jaffe, J. Tomaino, and R. Appleby

Members voting no: Chairman J. Friedrich

A motion was made by R. Jaffe to approve the Department of Public Works Parking Lot Paving. There was not a second to this motion. Motion fails.

A motion was made by R. Jaffe, seconded by J. Tomaino, to approve the Department of Parks and Recreation Backhoe. Motion fails 1-4-1.

Members voting yes: R. Jaffe

Members voting no: Chairman J. Friedrich, Vice Chairman I. Agard, Secretary P. Kurtz, and R. Appleby

Member abstaining: J. Tomaino

A motion was made by R. Jaffe, seconded by J. Tomaino, to approve the Board of Education Replacement of Air Conditioning System and Upgrading of the Infrastructure in the High School clinic. Motion fails 2-4.

Members voting yes: R. Jaffe and J. Tomaino

Members voting no: Chairman J. Friedrich, Vice Chairman I. Agard, Secretary P. Kurtz, and R. Appleby

A motion was made by First Selectman B. Davidson, seconded by Vice Chairman I. Agard, to move and recommend an aggregate appropriation of \$200,000 for a group of capital items consisting of the following projects, each to be financed by short-term borrowing and/or by proceeds of the Town's general obligation bonds (collectively the "2013-14 Capital Projects")

<u>Project</u>	<u>Appropriation and Bonding Recommendation and Approval</u>
Brookfield Volunteer Fire Company Replacement of Heating System	\$ 85,000
Department of Public Works – Replacement of Heating System including conversion to gas heat.	\$115,000

Motion passes 5-1.

Members voting yes: Vice Chairman I. Agard, Secretary P. Kurtz, R. Jaffe, J. Tomaino, and R. Appleby

Members voting no: Chairman J. Friedrich

### **NEW BUSINESS**

•**RBAC discussion:** Vice Chairman I. Agard reported on the actuarial report for OPEB and the pension.

**PUBLIC COMMENT:** There were no public comments.

**OTHER ITEMS TO COME BEFORE THE BOARD:** There were no other items to come before the Board.

**ADJOURNMENT:** A motion was made by R. Jaffe, seconded by Vice Chairman I. Agard, to adjourn the meeting. Motion was passed unanimously. Meeting was adjourned at 9:15 pm.

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